

CITIZENS' INDEPENDENT TRANSPORTATION TRUST (CITT)

Project Review Committee Meeting
Monday, November 10, 2003
Stephen P. Clark Center
111 NW 1st Street, 10 Floor Conf. Room
10:00 a.m.

Summary of Minutes

CITT MEMBERS:

LtCol Antonio Colmenares, Chair
Franklin Kelly
Thamara Labrousse
Miles Moss
James Reeder
Theodore Wilde

COUNTY ATTORNEY:

Bruce Libhaber

OTHERS PRESENT:

Michael Moore, MPO
Leandro Ano, PWD
Peter Evans, Metro Aqua Cats
Joanna Santiago, CITT
Manuel Mejido, Citizen
Mary Conway, City of Miami
Alicia Schreiber, City of Miami
Patty David, CITT
Alina Philipp, CITT
David Tinder, PWD
Jose Galan, PWD
Marlene Amaro, CITT
Jack Furney, CITT
Hilda Fernandez, Mayor's Office
Alfredo Gonzalez, Commissioner Barreiro's Office
Heather Fraser, DBD
Norbert Seals, Citizen
Pepe Valdes, CITT
Clinton Forbes, MDT
Victor J. Pujals, Citizen
Seraphin Bernard, MDT
Ester Calas, PWD
David Fialkoff, MDT

ROLL CALL

With a quorum being present, LtCol Colmenares, Chairman, called the meeting to order at 10:15 a.m.

OPENING REMARKS

LtCol Colmenares welcomed everyone to the meeting.

APPROVAL OF AGENDA

LtCol Colmenares stated that he would like to add 7B "Public Works Department's Two-Year Plan", defer the "Penske Contract" to the next PRC meeting, December 3, 2003, and change the order of presentations, Omnibus followed by City of Miami. LtCol Colmenares asked for a motion to approve the agenda. The motion was approved by Mr. Moss, seconded by Ms. Labrousee and carried without dissent.

CITIZEN'S COMMENTS

Peter Evans, Metro Aqua Cats distributed a copy of the "Research Results Digest" for informational purposes.

APPROVAL OF MINUTES – OCTOBER 8, 2003

LtCol Colmenares requested a motion to approve the October 8, 2003 minutes. Mr. Reeder moved approval, seconded by Mr. Moss and carried without dissent.

COMMITTEE MEMBER COMMENTS

None

PRESENTATIONS

OMNIBUS

LtCol Colmenares stated Mr. Carlon presentation is for information purposes. The purchases of new buses will be using surtax dollars, however, the Omnibus will need to go through the County process and compete with other companies.

Richard Carlon, Senior Business Development Manager, OmniBus, provided the members with a power point presentation that included background information and overall bus service information of the company's product line. The company has been in service since 1976. It provides services nationwide. The buses are convenient for the elderly and for faster passenger loading.

LtCol Colmenares opened the floor for the members to ask questions. The following questions were discussed: Passenger capacity? 27 seated single door, double door 23 passengers. What is the size of the bus? 34 foot, seats 31 has double door. What is the fuel source? Diesel. What is the warranty? Depends on what part of the bus, basic bus warranty is 2 years and some elements have a higher warranty. The life expectancy of the bus? 12 years, 500,000 miles. The purchase price with delivery and is maintenance package included? The average bus \$220,000, however a lot depends on the specifications. It does not include maintenance, the manual outlines service requirements.

Ms. Labrousee asked if other bus companies would be making a similar presentations and how many other companies are there? Mr. Carlon responded that there are 12 different companies with similar product lines and services. LtCol Colmenares stated that Mr. Carlon asked to be placed on the agenda. Ms. Labrousee

asked that presentations need to have a time limit. The CITT does not select the bidding contract. Her concern is that the process is being followed.

CITY OF MIAMI

LtCol Colmenares introduced Mary H. Conway, City of Miami Transportation Director. He mentioned that he has invited several municipalities to make a presentation to the PRC to illustrate how it is utilizing its portion of the surtax proceeds for transportation.

Ms. Conway provided the members with a power point presentation for the City of Miami Transportation Improvement Program (a copy of the presentation was distributed). In addition, she distributed a copy of the 2003-2004 Proposed Capital Budget and Multi-year Capital Plan. The presentation included the Program's Philosophy; Infrastructure Maintenance; Transit; Major Highway & Road Projects; Projects Supporting Area Development; Commissioner Discretionary Projects; Miscellaneous Transportation Projects; Revenue Sources; Program Details; and PTP Contribution. Ms. Alicia Cuevo-Schreiber, Assistant City Manager, City of Miami added that at the present time, the City of Miami has a Memorandum of Understanding with Miami-Dade County for Grand Avenue project. LtCol Colmenares stated that the Commissioners should reconsider the Grand Avenue Project. Ms. Schreiber responded that the project has gone before the Infrastructure Committee twice and has been approved. The City of Miami is in support of the project. Ms. Schreiber clarified the "Commissioner Discretionary Projects" address transportation related improvements as prioritized by the City's elected officials that are not strictly needs based. Typical projects include: street resurfacing and reconstruction, street lighting, traffic calming and sidewalk repair & curb installation.

Mr. Moss commended the presentation, however he would like to see a breakdown of the projects that will be funded by PTP proceeds as well as the maintenance of effort prior to receiving surtax funds. Ms. Conway stated that the City of Miami Commissioners have not approved the Transportation Program and will provide the committee with that information once it has been approved. Furthermore, she has been working with CITT staff that will be providing her with a template to be used as a guideline.

LtCol Colmenares stated that the PRC is interested in how the City of Miami is spending the \$4.5 million dollars they are receiving from the PTP. Mr. Conway responded that once the City Commissioners approve the transportation program she will provide the PRC with a list of projects that will be funded by surtax proceeds before the December 31, 2003 deadline.

Mr. Reeder announced that Wednesday, November 12, 2003 the CITT would be conducting a workshop for the municipalities to discuss the municipal component of the PTP. The workshop will be beneficial to those municipalities that do not have the expertise to prepare a transportation plan. A format has been prepared to guide the cities with the type of information needed.

LtCol Colmenares deferred the Traffic Relief Proposal to the next PRC meeting.

PUBLIC WORKS DEPARTMENT

Jose Galan, Assistant Director Public Works Department (PWD) introduced David Tinder, who has been hired as the PTP Coordinator for Public Works. Mr. Galan briefly summarized the PWD Two-Year Plan (a copy of the report was distributed). He noted

that the Plan will increase to a ten year plan. The Plan includes the two categories from the PTP Ordinance (Exhibit 1) that relates to the PWD. The include major highway and the neighborhood improvement projects that are site specific and were approved by the Ordinance. In addition, Mr. Galan discussed in detail the four projects that the PWD identified for road resurfacing that did not require design and included them in the Plan. The four projects include: 1) NE 2nd Avenue form NE 91 Street to NE 20th Street 2) Miami River Tunnel (SW 1st Avenue from 1 Street to SW 8 th Street) 3) Grand Avenue from 37th Avenue to Matilda Street and 4) NW 62nd Avenue from NW 138th Street to NW 105th Street. Also, the Departments submitting a line item for Traffic Signals and Signs operations, staff will increase by 4 employees to provide signal-timing improvements to an additional 200 locations on an annual basis. The following additional services, which will be contracted out, will supplement existing in-house staff: install and repair operations resulting in 15,000 new traffic signs annually, repair 400 traffic signals, install 1,000 more vehicle loop detectors and re-stripe over 800 intersections yearly. He explained the Neighborhood Improvement Project formula (distributed). The Department will provide the CITT a quarterly report detailing the projects have been completed, as well as update reports ongoing projects.

LtCol Colmenares stated that he would like the members to review the package for discussion and approval for the next PRC meeting, December 3, 2003.

Mr. Wilde asked if the unincorporated Miami-Dade populations by Commission District are included in the formula, those municipalities that are not part of the 20% PTP allocation, such as, Miami Gardens. Mr. Galan stated that he would review those numbers and report back to the committee.

NEW BUSINESS

BUS SERVICE IMPROVEMENTS FOR DECEMBER 7, 2003

Clinton Forbes, Assistant Director, MDT, discussed and distributed a memorandum addressed to LtCol Colmenares. He reported that in order to operate a viable and efficient bus system, some flexibility is needed to meet the needs of the public in a cost efficient manner. There are 10 listed improvements that were not part of the PTP. Miami Dade Transit has received and continues to receive input from various sources relating to improvements that should be adjusted. The improvements that are not listed in the PTP will add approximately 244,029 revenue miles at an estimated annual cost of \$1,145,232. However, two routes that are duplicative are being recommended to be discontinued at a savings of \$149,133. It is important to know that the improvements not listed in the PTP have been captured in both the approved budget for Fiscal Year 2004 and in the 2 million miles of bus service improvements scheduled to be implemented in 2004 PTP Action Plan. In addition, Mr. Cosgrove had mentioned that it may be possible for the MDT Director to be given discretionary authority to act on these improvements within parameters. This would help to address the community needs efficiently and effectively.

LtCol Colmenares stated that he has gone to each site and are justified routes. He also agrees that the MDT Director should be given the discretionary authority. There are two items for approval: 1) A request for the discretionary powers for the Director MDT and, 2) The bus services improvements that are Non-PTP, although a couple of them can be categorized as part of the PTP. Mr. Forbes stated that 3 or 4 of the improvements are included in the PTP but have been accelerated.

LtCol Colmenares stated that the PRC needs to review bus service improvements that are Non-PTP that need to be included. He requested that the items that are Non-PTP be added as an "Action Item" for the next PRC meeting. The discretionary power for the MDT Director should be forwarded to the CITT for final approval. No action will be taken today. Mr. Moss stated that most of the bus service routes have already been included in the PTP. Mr. Forbes stated there are 10 routes that were not included in the PTP.

LtCol Colmenares stated that Mr. Forbes is requesting to add the 10 bus routes to the PTP.

Hilda Fernandez, Mayor's Office interjected that some of the projects listed were expected to be implemented in 2004 and some should have been implemented in the Summer 2003. There are some projects that are new, half million dollars for the Killian KAT. There is a combination of projects on the list. Some are PTP projects that should have been in place in August, September or October and were deferred to December. Those are Non-PTP projects. Some of are projects that PTP that were expected to go online until next year and are being accelerated. And some are new projects.

LtCol Colmenares stated that MDT has already received approval to implement PTP, a resolution was approved in July 2003. Everything that was included was in the PTP booklet was approved. All the bus improvements services were approved. The Committee needs to review new items that need to be included to the PTP. Therefore, items that were deferred have already been approved. Mr. Forbes stated that the items also need to be discussed at the Budget and Finance Committee because it does affect the budget.

Mr. Wilde said that a discretionary amount needs to be added to the budget. That would be one way to get the flexibility approved. If this is in the Fiscal Year 2004 it should be incorporated in the pro forma. Mr. Forbes the improvements have been budgeted.

LtCol Colmenares to asked to review a list of Non-PTP service improvements at the next PRC meeting and then forward the recommendation to the full CITT for approval. Those improvements have were approved in July do not need further approval. Also, for the Director to provide the CITT his proposal for discretionary powers. The next PRC meeting is December 3, 2003 at 6:00 p.m. The PRC may need to be rescheduled.

David Fialkoff, Chief Services Mobillity, MDT, noted schedules are posted by seniority two weeks before the lineup day and then it is forwarded to payroll for process. Approval needs to be done before December 7.

LtCol Colmenares stated that the Secretariat could address the issue with the Chairman of the CITT to have a "Special Session of the CITT". There is a provision in the Bylaws for emergency issues. Therefore, if you prepare the resolution it can go before the full CITT fro approval.

Mr. Moss motion to approve the list of Bus Service Improvements that are Non-PTP to be forwarded for consideration to the CITT, seconded by Mr. Reeder and carried without dissent.

Mr. Wilde stated it is unclear how these items will affect future improvements.

Mr. Forbes stated that these items were not included in the previous approved list and were not part of Exhibit 1. LtCol Colmenares stated that it does not make any sense for the PRC to approve something that has already been implemented. The Director needs to speak to Chair to call a special session.

ACTION ITEMS

MEMORANDUM OF AGREEMENT WITH HIALEAH

Jose Galan, Assistant Director, Public Works Department presented the following resolution:

Resolution Authorizing the Execution of a Memorandum of Agreement with the City of Hialeah to Finance the Construction of Improvement to NW 62nd Avenue from NW 105th Street to NW 138th Street Project No. 671916. The agreement provides for reimbursement of up to \$5,500,560.56 in surtax proceeds from the PTP.

LtCol Colmenares requested a motion to approve the Resolution Authorizing the Execution of a Memorandum of Agreement with Hialeah. Mr. Moss moved approval to be forwarded to the Budget and Finance for consideration, seconded by Ms. Labrousse and carried without dissent.

OLD BUSINESS

LtCol Colmenares read the amended Resolution for Metro Aqua Cats as requested by the full CITT on October 29, 2003.

Resolution by the CITT requesting the MPO conduct a study of the use of waterways for Urban Travel to be funded under the Unified Planning Work Program (UPWP).

Ms. Labrousse asked who is paying for the study. Mr. Moss responded the MPO.

Michael Moore, Transportation System Analyst, MPO distributed a drafted a "scope of services". The objective is to develop an appropriate service plan for potential implementation of waterborne transit services in Miami-Dade County.

Mr. Wilde requested change the wording "Urban Travel" to "Urban Transit".

Mr. Peter Evans, Metro Aqua Cats suggested changing urban travel to "rapid mass transit".

LtCol Colmenares requested for a motion to approve the resolution as amended. Mr. Moss moved approval, the resolution was unanimously approved.

CITT COMMITTEE CHECKLIST

LtCol Colmenares asked the members to review the CITT committee checklist. Mr. Wilde asked to add to item 9: Total budget for the Amendment/Contract and portion to be funded by the surtax and item 10: Cash flow analysis by fiscal year and portion to be funded by surtax to implement propose Amendment/Contract.

LtCol Colmenares stated that he will recommend the changes at the Executive Planning Committee meeting.

NEXT MEETING

Wednesday, December 3, 2003 at 6:00 p.m., War Memorial Youth Center, Coral Gables.

ADJOURNMENT

There being no further business the meeting adjourned at 12:50 p.m.